

Minutes
North United Methodist Church
BOARD OF DIRECTORS MEETING
January 27, 2021 * 5:30 p.m.
ZOOM MEETING

Members

Marie Powell, Chair
Orson Mason, Vice Chair
Troy Barker, Secretary
Jessica White, Treasurer
Jacqueline Blackwell (LL)
Eric Lekberg (LL/MC)

Jeff Bonner (Trustees)
Peter Chen (At large)
Charles Young(Finance)
Mai Cooper (At large)
Garland Graves (SPRC)

Ex Officio

Darren Cushman Wood
John Drake, Finance Director

1. Roll call was taken. The following members were present: Marie Powell, Orson Mason, Troy Barker, Jessica White, Eric Lekberg, Jeff Bonner, Peter Chen, Charles Young, and Garland Graves. The following Ex Officio individuals were present: Darren Cushman Wood, John Drake.
2. Pastor Darren led the meeting with an opening prayer.
3. The minutes from December 16, 2020, were unanimously approved. (Marie)
4. Committee/Board/Senior Pastor Reports

- Finance Committee

- Finance Chair Update - Charles Young, Finance Chair, communicated to the board that The Finance Committee had approved an updated policy. All bank reconciliations would now be signed off on each month (electronically) by Charles and quarterly (in person). Charles has gone back and signed off on all of the 2020 reconciliations. This policy change was a recommended change by our auditors.

In February (specific date TBD), Charles and John will present a summary to the congregation.

- Stewardship Campaign – John Drake, Finance Director.
Currently, we have received 216 Pledges 960,000. This is approximately 43,000 short of the actual goal. John estimates several pledges (4 or 5) are still outstanding. He anticipates these pledges will still come in. Seventy-seven pledging units increased their pledge by five to ten percent. Thirty-nine pledging units increased their pledges by more than ten percent.

- December 2020 Financials – Report provided by John Drake. Copies of the financial statements were provided to board members. Financial Statements are available by contacting the church office.

Balance Sheet

- Cash: \$886,184.06 as of December 31 compared to \$612,302.66 as of November 30. Please note that we receive 30,000 per month via online giving. Please review the Cash Summary for December to see cash amounts by account. We received the 2020 Endowment Distribution in December.

Budgeted Income Statement

- **Income**

Budgeted Amounts Explanation: The monthly budget amounts shown for Current Year Pledges and Non-Pledge Contributions have been adjusted to reflect seasonal variations by using the average of actual results over the last three years as a guide. The budget amount shown for each of the other income line items is its annual budget amount divided by 12.

Pledges: \$1,604 under budget for December, and \$75,094 over budget YTD. Budget for Pledges for December was 100,000 which is the normal budgeted amount. Actual prior YTD pledge income was \$130,000 less than actual current YTD pledge income.

One Hundred Forty Giving Units have contributed at more than 100%. Of the One Hundred and Forty, seventy-seven are above 100%. An additional 40 Giving Units have contributed at least 90% of their pledge.

Non-Pledge Contributions: \$16,981 over budget for December and \$46,474 under budget YTD. Receipts for December were 33,981.00. This is to me amazing. Actual current YTD non-pledge income was \$32,000 less to Actual prior YTD.

- **Expenses**

Budgeted Amounts Explanation: The monthly budget amounts shown for Utilities and other expenses such as Grounds and Upkeep, Audit and Janitorial Supplies have been adjusted to reflect seasonal variations by using the average of actual results over the last three years as a guide. The budget amounts shown for other expense line items are annual budget amounts divided by 12.

Wage and Salaries: We were \$10,728 under budget for the December and \$71,829 under budget YTD. This is the result of a Pastor changing their

Housing Allowance to a more favorable tax treatment. Also, three positions are not filled: one custodian, one childcare, and the Pastor of Mission and Outreach. The result on the financial is more Housing Allowance and less to Wages and Salaries.

Housing Allowance: \$416 over budget for December and \$12,500 over budget YTD due to the shifting of Wages to Housing Allowance.

Health Insurance: YTD is \$787 over budget for December. We should be under budget for the balance of the year due to the lower Medicare supplement and Part D premiums we are paying for one employee in lieu of participation in the group plan.

Utilities: Total utilities (electricity, heating fuel, and water/sewer) were \$2,347 over budget for the month. Water/Sewer was \$385 under budget for December and \$324 over budget YTD. Electricity was \$3,086 over budget for December and \$3,106 over budget YTD. One bill had to be paid twice. We will get credit.

Building/Equipment Repairs: \$2,411 over budget for December and \$8,168 under Budget YTD. The additional cost was for the improvements to the Flower Shop.

Outsourced Personnel: \$976 over budget for December which represents Christmas Eve special music.

- **Summary:**

Total revenue was \$15,749 over budget for December and \$15,708 over budget YTD but was \$80,000 more YTD than actual prior YTD revenue. Please note that we are over budget on total revenue for 2020!!

Expenses were \$9,334 under budget for December, and \$132,495 under budget YTD. The decrease in expenses for December and YTD are the result of staff attention to detail regarding the budget. Actual YTD expenses were \$280,000 less actual prior YTD expenses,

The actual operating deficit through December was \$53,482 compared to \$416,000 operating deficit for the same period last year. The deficit is largely attributed to the decrease in non-pledge contributions.

Overall, the results of operations for the 2020 are substantially improved + over the same period last year. Staff continues to review their budget to actual both monthly and YTD.

I must say that the congregation has been very faithful with its generosity. We enter 2021 on a strong cash position.

- Budget – 2021 – Presented by John Drake

The budget was presented as listed below. **The 2021 budget was adopted unanimously.** Copies of the budget are available by contacting the church office.

North United Methodist Church Inc.		
FY 2021 BUDGET		
Line #	DESCRIPTION	2021 Budget
REVENUES		
41010	Prior-Year Pledges & Pre-Paid Pledges	
41020	Current Year Pledges	1,003,716
41025	Pre-Paid Pledges	
41030	Non-Pledge Contributions	80,000
41070	Contributions-Designated	
41080	Grants/Foundations	
42010	Fees/Registrations	2,000
42020	Sales	5,500
42030	Interest	550
42040	Gain/Loss on Sale of Investments	
42050	Rentals/Leases	6,500
	Funds for Missions and East 10th	24,700
	(funds from endowment distributions, see below)	169,000
	TOTAL REVENUE	\$ 1,291,966
EXPENSES		
50010	Wages/Salaries	694,277
50020	Housing Allowance	46,000
50030	Social Security/Medicare	44,200
50040	Health Insurance	101,940
50050	Pension	43,133
50060	Contracted Services	12,000
50061	Sub Musician Pay	1,680
50070	Continuing Education	5,400
50080	Travel Reimbursement	5,500
52010	Office Supplies	4,000
52020	Postage	5,000
52030	Telephone/Internet	22,000
52040	Photocopy	8,000
52050	Printing/Design/Layout Support	4,500
52060	Technology Hardware/ Support	39,000
52070	Software/Support	9,000
52080	Banking Expenses	7,000
52090	Audit	12,000
52095	Consulting Fees	0
53000	Legal	0
53010	Ministry Supplies	12,550
53015	Curriculum	250
53020	Membership Fees	1,800
53030	Marketing/Advertising	10,500
53040	Food/Meals	11,000
53050	Lodging	0
53060	Honoraria	300
53070	Scholarships	0
53090	Registrations/Fees	1,700
54010	Books/Periodicals/Music	1,360
55010	Grants to Others	0
55020	Benevolence	100
55030	Conference Apportionment	0
55040	District Apportionment	0
56010	Rentals/Leases	0
56020	Electricity	55,000
56021	Water/Sewer	6,500
56025	Heating Fuel	11,000
56030	Insurance	30,000
56040	Janitorial Supplies	12,000
56050	Building Materials	3,000
56055	B&G Contracted Services	25,000
56060	Repairs-Building Eqpt(20,000+6000)	26,000
56065	Grounds Upkeep	15,000
56070	Equipment/Furnishings Purchase	0
56080	Vehicle Gasoline	0
	Mortgage Interest	0
56090	Trash Removal	1,000
	TOTAL EXPENSES	\$ 1,288,705
	TOTAL EXCESS INCOME/(EXPENSE)	3,261

Notes

Revenue from non-pledge sources is down approx \$60,000 for 2021 budget as we do not expect to have in person worship for a good portion of the year

SPRC budget includes an M&O pastor (with benefits) for the entire year as well as two part time unfilled positions (custodial and child care)

Mission and East 10th funding

Bread & Bowl	5,000
Farmers Market	9,000
Seminary Intern	4,200
East 10th	6,500
Total	24,700

Funds from Endowment Distributions

Release of corpus of Parsonage Fund	128,000
2021 estimated dist from P&M endowment f	41,000
Total	169,000

SPRC budget includes an M&O pastor (with benefits) for the entire year as well as two part time unfilled positions (custodial and child care)

Parsonage fund holds \$153,000 and only needs to hold enough to make a downpayment on one house (based upon 3.5% distribution)

- Trustees – Jeff Bonner
 - Two new members were elected to the Trustees at the Annual Charge Conference.
 - Jeff Bonner was re-elected as the Chair of the Trustees and their representative to the Board of Directors.
 - Main Floor Restroom, Parlor, and Conference Room Update
Four contractors have been provided specifications, and the contractors will be providing pricing.
 - A new (additional) camera has been installed in the sanctuary.
 - An unsolicited letter was received from our elevator contractor. We were advised that parts were no longer available from the manufacture. No immediate repairs are needed or required, and the state has inspected the elevators. (annual inspection) No current operational or safety concerns exist.
 - A leak has been identified in the west entry roof area. The trustees authorized the repairs to be completed to include a small membrane and slate repair.
 - The Chapel floors have been refinished.
 - The Trustees are working with the Green Team to assist with plant and tree maintenance on the property.
- Ministries Council – Eric Lekberg, No January meeting – No report Provided.
- Staff Parish Relations Committee – Garland Graves, No January meeting – No report Provided.
- Land Development – Pastor Darren – No new information to report.
- Leadership Development – Pastor Darren – No new information to report.
- Senior Pastor/Administrative – Pastor Darren
 - Ash Wednesday – February 17 - A service will be recorded in the chapel and available by noon.
 - Drive Through service for ashes at 5:00 PM
 - Lent – Worship, the rolling average has come down over the last two to three weeks. Darren may consider reopening the 8:30 service for lent. Attendance will be monitored.
 - Darren is evaluating opportunities of North being a host site for vaccine administration.

5. The meeting was adjourned at 6:30; Pastor Darren closed us in prayer.

Minutes submitted by: Troy Barker

Meetings Scheduled for 2021

January 27	April 28	July 28	October 27
February 24	May 26	August 25	November 24
March 24	June 23	September 22	December 22